

**NIAGARA COUNTY SEWER DISTRICT #1
ADMINISTRATIVE BOARD MEETING
Wednesday, January 22nd, 2014, at 3:30 p.m.**

AGENDA

1. Call to Order
2. Roll Call
3. Election of Chairman
4. Election of Vice Chairman
5. Appointment of Attorney
6. Appointment of Engineer
7. Set Monthly Meeting Day/Time
8. Approval of Previous Minutes – December 11, 2013
9. Approval of Vouchers
10. Financial Report
11. Communications
 - a. Quasar
12. Old Business
 - a.
13. Additional Reports
 - a. Chief Operator Report
 1. Rapids Road Pump Station Check Valve Replacement
 2. Garage Door Replacement, Treatment Plant Wet Well
 - b. Administrative Director's Report
 1. Guidelines for Procurement of Good and Services
 2. District I & I
 3. Roofs
 4. Electronic Agenda
 5. Executive Session - Contracts
14. Attorney's Report
15. Engineer's Report
16. New Business
17. Adjournment